

**UNITED STATES DISTRICT COURT**

for the

**SOUTHERN DISTRICT OF NEW YORK**

Joe Giron, \_\_\_\_\_ )  
Plaintiff(s) \_\_\_\_\_ )  
v. \_\_\_\_\_ ) Civil Action No.  
The Orchard Enterprises, Inc., \_\_\_\_\_ )  
Defendant(s) \_\_\_\_\_ )

**SUMMONS IN A CIVIL ACTION**

To: *(Defendant's name and address)*

The Orchard Enterprises, Inc.  
c/o Corporation Service Company  
80 State Street  
Albany, NY 12207

A lawsuit has been filed against you.

Within 21 days after service of this summons on you (not counting the day you received it) – or 60 days if you are the United States, or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) – you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:

**CRAIG SANDERS  
SANDERS LAW GROUP  
333 Earle Ovington Blvd, Suite 402  
Uniondale, NY 11553**

If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

*CLERK OF COURT*

Date: \_\_\_\_\_

*Signature of Clerk or Deputy Clerk*

AO 440 (Rev. 06/12) Summons in a Civil Action (Page 2)

Civil Action No. \_\_\_\_\_

**PROOF OF SERVICE**

*(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))*

This Summons for (*name of individual and title, if any*) \_\_\_\_\_  
was received by me on (*date*) \_\_\_\_\_.

- [  ] I personally served the summons on the individual at (*place*) \_\_\_\_\_  
on (*date*) \_\_\_\_\_; or  
[  ] I left the summons at the individual's residence or usual place of abode with (*name*) \_\_\_\_\_  
\_\_\_\_\_, a person of suitable age and discretion who resides there,  
on (*date*) \_\_\_\_\_, and mailed a copy to the individual's last known address; or  
[  ] I served the summons on (*name of individual*) \_\_\_\_\_, who is  
designated by law to accept service of process on behalf of (*name of organization*) \_\_\_\_\_  
on (*date*) \_\_\_\_\_; or  
[  ] I returned the summons unexecuted because \_\_\_\_\_; or  
[  ] Other (*specify*): \_\_\_\_\_

My fees are \$ \_\_\_\_\_ for travel and \$ \_\_\_\_\_ for services, for a total of \$ \_\_\_\_\_. .

I declare under penalty of perjury that this information is true.

Date: \_\_\_\_\_

*Server's signature*

\_\_\_\_\_  
*Printed name and title*

\_\_\_\_\_  
*Server's address*

Additional information regarding attempted service, etc: